

Salisbury Select Board Regular Meeting

August 28, 2018

APPROVED

The meeting was called to order at 7:00pm by the Chair, followed by the Pledge of Allegiance.

Present for the Board: Martha Sullivan, Pedie O'Brien, Paul Vaczy, Pat Dunn **Absent:** Tom Scanlon

Others present: Sue Scott, Brenda Burchard, Tom Barker, Jennifer Erwin (minute taker), Mary Anne Sullivan, Allyson Manning, David Nuceder, Jordan Hillman

Changes to Agenda:

- Personnel Concern – Executive Session

Approval of Minutes of August 16th:

- **Pat moved to accept the minutes of August 16th, 2018 as amended:**
 - In section Approval of Minutes of July 24th – change “June” 24th to “July” 24th in first bullet.
 - In section Officer’s Reports/Sue Scott – change “VCA” to “BCA” in two sentences in the second bullet.
 - **Motion carried 3/0; 1 abstention.**

Approval of Minutes of August 23rd:

- **Pedie moved to accept the minutes of August 23rd, 2018 as written. Motion carried 3/0; 1 abstention.**

Public Comment:

Allyson Manning –

- Noted that it was an honor to say “the Pledge of Allegiance”;
- Provided information on training resources for a DRB and for a Zoning Administrator.
 - Adam Lougee of Regional Planning offers a free training module/seminar in the evenings. Training runs one night for 2-3 hours. He is available in September and October. The training is specifically designed for zoning.
 - Handed out copies of the Land Use booklet.
 - Other resources available noted are: zoning administrator handbook, guidebooks and training modules.
 - VLCT, Vermont Secretary of State Office, VT Land Education are also good resources and should be used to learn how zoning regulations are used and what they are. VPIC website is another great resource.
 - Gave list of names of potential DRB members to the Select Board chair.
 - Researched how often other town’s DRBs meet – some meet once a month, some meet twice a month.
 - Called the Secretary of State to learn more about Select Board members serving as DRB members. Although there is nothing in the statutes that prohibits Select

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Board members from serving on a DRB, Allyson left paperwork from the Secretary of State legal council with more detailed information about this for the Select Board to review.

- Confirmed that to serve on the town's DRB, members must be a resident of the town.
- The Board thanked Allyson for researching the above information.

Mary Anne Sullivan –

- Thanked Tom Barker for his instance response in having the roadside mowed (parsnip).
- Noted that the training that Adam Lougee does for the DRB and Zoning Administrator is free.
- Provided a diagram of the zoning process all the way to environmental court.
- VPIC offers a great guide and good introduction for DRB members, as well as a wealth of information such as the Zoning Administrators handbook and enforcement of laws.
- Mary Anne suggested that a session should be scheduled with Adam Lougee for the proposed names of potential members for the DRB and the Select Board to attend, even make mandatory, so they could gain an understanding of what would be expected and have some sort of training beforehand to see if it is something they would like to do.
- Is there any update on the Plouffe situation? Paul – there is no update. Has there been a site visit? No.
- Mary Anne further asked about the racetrack that continues to run.
- Mary Anne further noted that Zoning Administrator needs to immediately visit violations.
- Martha will schedule Mark Wilch to come to the next Select Board meeting.

Officers' Reports:

Sue Scott -

- Hired new assistant – Anna Scheck. Will be a great addition to the team.
- Thanked Tom Barker for tending to the hornets nests outside the town offices.
- BCA meeting – visit next week. Should deliberate before next Select Board meeting.
- Keeping busy helping Brenda with taxes and training.
- Sue to call the mapping folks to understand what is coming up.
- Sue to call about the migration of information that was done for the conservation commission.

Brenda Burchard -

- Need to get the extension letter (stating progress with the bridge) into the VLCT by Friday, August 31. Paul to submit the information for the letter.
- The tax bills will go in the mail on Thursday.
- Thank you to Sue Scott and Anne Fillion in helping to accomplish that goal.
- Audit will be done early this year.

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Highway Update/Issues:

Tom Barker –

- Painted lines in the road today.
- The town of Cornwall did some trimming by the bridge.
- The bridge over by Branbury Beach (Bridge 6) has a failure on one of the abutments. The state is asking that it be fixed or they will shut down the road. There is a form for the Board to complete stating what the town is going to do. Have 60 days from August 23rd to submit the form. [This will go on the agenda for the next Board meeting].
- Availability of sand and gravel is poor.
- Jim Thurston is going back to work for DIDO.
- Mike has received his CDL permit. Considering more on-the-job training with Tom. Tom Barker to research 1) what this means for any impact on insurance and 2) drug testing. Will relay the information back to the Board before moving forward.
 - **Paul moved that Tom Barker contact the drug-testing group for CDL and the town's insurance group regarding operation of the town's vehicles with staff permits. Motion carried 4/0.**
- Waiting for a date for paving.

Landfill Update:

- Pedie to fix some items in the report that is due 9/17.

Committee Reports: None

Correspondence:

- VLCT town fair (meeting of membership) to be held in South Burlington October 3 and 4, 2018.
- Received notification from Paul Vaczy resigning from the DRB.
- Received notification from Pat Dunn resigning from the DRB.

Old Business:

- **Survey of Town lot** – Martha to contact Barrie to discuss sending just the cover letter letting neighboring folks know it's happening. If they have questions about the survey, they can come to the town offices.

New Business:

- **Town Hall roof inspection** – It was noted that the person who did the inspection before does not do it anymore. Martha to contact Glenn.
- **Damage to stones in cemetery** – there has been damage to some of the stones (1' high) in the West Salisbury cemetery, most likely due to lawn mowing equipment. Duke Whitney has already repaired three stones. Martha will check the village

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cemetery. Will find out the cost of damage/repair of the stones. Pat to contact Chuck Steady who's company landscapes the area.

Members Concerns: None

Discuss and sign orders; authorize payment of bills:

- **Paul moved to sign orders and authorize Treasurer to pay the bills; carried 4/0.**

Executive Session (Personnel Issue):

- **In accordance with Vermont's Open Meeting Law requirements, Pat moved that the Board find that premature general knowledge of the consideration of pending personnel issues would clearly place the Select Board at a substantial disadvantage, because the Select Board risks disclosing its litigation strategy if it discusses the pending personnel issues in public; Carried 4/0.**
- **Pat further moved that the Board enter into Executive Session to discuss legal issues under the provisions of Title 1, Section 313(a) (1) of the Vermont Statutes at 8:00pm; Carried 4/0.**
- **The Board came out of executive session at 8:42pm.**
- **No action taken.**

Adjournment:

- **Pedie moved to adjourn at 8:42pm; carried 4/0.**

**Respectfully submitted,
Jennifer Erwin**